



Lunenburg Public Library

Trustees of Lunenburg Public Library, Meeting minutes
March 20, 2014.

Attending: Jeanne Raboin, Dick Mailloux, Martha Moore, Joanne McQuaid, Kathy Murray, Robin Venezia, Lars Widstrand, Kerry Speidel (Town Manager)
Absent: Lisa Krowitz

Meeting called to order at 6:54 pm in the Children's Story Room by Chairman Jeanne Raboin.

- Public Comments
 - No public comments
- Agenda Items
 - Kerry Speidel (Town Manager). Ms. Speidel discussed the FY2015 town budget and the Lunenburg Public Library's share of it. For future budgets, the town will most likely be able to meet (LPL) minimum spending requirements. However, due to upcoming Lunenburg school projects, there will not be much "wobble room".
Robin asked if the library can help the town in any way shape or form (i.e. meeting space, seminars, etc.). Kerry made a mental note, but saw no immediate need.
Jeanne asked to get the Lunenburg Public Library Trustees listed on the town website under the tab Boards and Committees.
Discussion followed on the possibility of *future* expansion of service hours at the Library, such as partial Friday hours or partial Sunday hours. No recommendation or plan was drafted at this time.
 - Approval of minutes
 - February 20 minutes were not available, will be reviewed next meeting.
 - Director's Report for March 20, 2014, director's handout reviewed and discussed.
 - Staffing
 - Discussed per report.
 - Financials
 - The budget is on track for FY-2014. Martha discussed the numbers presented – at roughly ¾ into the current fiscal year some numbers are "high" (heating, etc.) while others are "low" (several renewals that have not been billed yet). This is due to seasonal and renewal date variations and are not discrepancies but normal..
 - Collections
 - Discussed per report.
 - Building/Facilities
 - Discussed per report.
Re: Eagle Scout possible program for LPL back garden – question for Friends to sponsor a re-dedication ceremony of the LPL garden after completion of program.
 - Programs
 - Discussed per report.
 - Re: Special Program with the Astronomy Society – Kathy suggested contacting Mr. Hill @ Lunenburg High School for advice and possible participation in the program. Mr. Hill is described as having a burning interest for astronomy and someone who is really trying to engage the Lunenburg youth in "star gazing".
 - Technology
 - Discussed per report.
 - (Technology, continued) Re: Network assessment complete – all network cabling (CAT-5E, Ethernet) has been electrically categorized, cataloged and marked.

Wrong markings or no markings have been corrected, the server room has been “cleaned up”, namely cables that ran across the floor are now properly routed over cable raceways and in the ceiling. Patch panels, router(s) and switch(es) are properly marked. Moving forward, it will be much easier (for anyone) to work with the network in the library.

- Friends of LPL: Updates
 - Cultural Horizon’s and programs update – latest event in the library drew approximately 40 people, a good showing. A question from a Lunenburg Schools’ music teacher to get information about the programs was raised. Lars mentioned that he had mailed all schools (principals, admin, and music teachers) information about the upcoming Ståmbandet concert on March 30.
 - Beverly Guerin, President of Friends is resigning, probably at annual meeting.
- Town Caucus:
 - Dick reported on the Town Caucus: Two candidates (Harry Kubetz and Susan Visser) are on the ballot as caucus nominees for the two open positions on the Trustees. Harry was present at the caucus and signed all necessary papers. Susan was contacted later by Martha, to inform her to visit the Town Clerk and sign the papers there.
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- Subcommittees:
 - Personnel Subcommittee: Director’s Evaluation
 - Two responses have been received by Jeanne so far.
 - Discussion about the content of the forms for the evaluation ensued.
- Other
 - Joanne mentioned that she would like to step down from the Trustees due to work load and other engagements – if the Trustees can find a replacement. She will not leave “a hole” on the board, but serve until a suitable candidate can take her place.
 - “Green” lighting (LED bulbs) for the library is coming – both exterior and interior, existing bulbs and some fixtures to be replaced.
 - New Trustees start in May
 - Next meeting in April 17th (Thursday)
- Adjourn
 - Motion to adjourn made by Joanne, second by Robin at 8:36 p.m.

Respectfully submitted,
Lars Widstrand
Secretary, Trustee of Lunenburg Public Library

Referenced documents:

LPLBoT Agenda for March 20, 2014
Lunenburg Public Library, Director’s Report of March 20, 2014.